



Utah Department of Public Safety
Division of Homeland Security
Workshop Registration Form



Ready Your Business

Business Readiness Series

12 Point Program to Business Continuity Planning

Every Business should have a plan ...
It just makes good business sense!

- | | |
|---------------------|---|
| Points 1-6: | Create a Planning Team/Continuity of Authority •
Communications • Risks & Hazards •
Internal/External Resources • Vulnerability
Assessments • Essential Business Functions |
| Points 7-12: | Human Resources • Workplace Evacuation &
Sheltering • Supply Kits • Insurance Reviews •
Vital Records • Data: Protect/Store/Recover |

Name

Company and Title

Email:

Phone:

Workshop date:

Location:

Complete ALL 12 Points in **any order** and receive the
RECOGNITION OF READINESS Award
6th Annual Ready Your Business Conference – October 2010
www.BeReadyUtah.gov

2010 No-Cost WORKSHOP SCHEDULE

Salt Lake City Chamber / “Utah’s Business Leader”

175 East 400 South **Salt Lake City**
8-9:30 a.m. No-Cost Points 1- 6 Thurs, January 28, 2010
8-9:30 a.m. No-Cost Points 7-12 Fri, January 29, 2010
RSVP to: jsexton@saltlakechamber.org bkuehn@utah.gov

Salt Lake City Chamber / “Utah’s Business Leader”

175 East 400 South **Salt Lake City**
8-9:30 a.m. No-Cost Points 1- 6 Thurs, February 25, 2010
8-9:30 a.m. No-Cost Points 7-12 Fri, February 26, 2010
RSVP to: jsexton@saltlakechamber.org bkuehn@utah.gov

Layton City

437 N. Wasatch Dr. Council Chambers **Layton, Utah**
8-9:30 a.m. No-Cost Points 1-6 Mon, March 15, 2010
8-9:30 a.m. No-Cost Points 7-12 Tue, March 16, 2010
RSVP to: jmason@laytoncity.org bkuehn@utah.gov

Salt Lake City Chamber / “Utah’s Business Leader”

175 East 400 South **Salt Lake City**
8-9:30 a.m. No-Cost Points 1- 6 Thurs, March 25, 2010
8-9:30 a.m. No-Cost Points 7-12 Fri, March 26, 2010
RSVP to: jsexton@saltlakechamber.org bkuehn@utah.gov

Business's concerned with H1N1 prevention and mitigation facts, should visit these U.S. Department of Health & Human Services web sites for important tips.
www.flu.gov or
<http://pandemicflu.utah.gov/docs/businesspandemicfactsheet52406.pdf>

**To register for a workshop, fax this form to 801-538-3770
or register on line.**

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